

Provider Action Needed: verify your information is correct, and update us with any changes utilizing our online Provider Maintenance Form

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Anthem contracted providers are required to update their demographic information when changes occur to their practice / organization, including:

- Change of address/location
- Name change
- Tax ID changes
- Provider leaving a group or a single location
- Change in phone/fax numbers
- Closing a practice location
- Change in status for Accepting New Patients
- Plus more

As a reminder, our [Find a Doctor](#) online tool is used by consumers, members, brokers, and providers to identify in-network physicians and other health care providers supporting member health plans.

Action Needed:

To help ensure we have the most current and accurate information, please take a moment to access the [Find a Doctor](#) tool and review how you and your practice are being displayed.

- Select **Search as a Guest**, then **Search by All Plans and Networks**
- **Enter the appropriate search criteria to find your Provider information**

Report discrepancies:

Please make any necessary corrections using the [Provider Maintenance Form](#). The Provider Maintenance Form (PMF) is available online at anthem.com. Select **Providers** | under *Provider Resources* heading, select [Provider Maintenance Form](#) (*Note: select Colorado, if you haven't done so already*). The PMF can also be found on the [Availity Portal](#) | [Payer Spaces](#) | [Anthem Blue Cross and Blue Shield icon](#) | [Resources](#) | [Provider Maintenance Form](#).

“Working with Anthem” webinar – November 14, 2019

Don't forget we are also hosting our [“Working with Anthem” webinar](#) and this month's topic will help **Anthem providers submit demographic updates online utilizing the Provider Maintenance Form**. Learn more about:

- What is a Provider Maintenance Form (PMF)?
- Helpful Information regarding PMF submissions
- Individual vs. Organization
- When to use Provider Leaving Group vs Termination of Provider Participation Agreement
- Overview of each step of the process
- Adding attachments
- Submission verification
- Notice of completion
- Troubleshooting tips
- Definitions

Check out our registration link to [register today!](#)

URL: <https://providernews.anthem.com/colorado/article/provider-action-needed-verify-your-information-is-correct-and-update-us-with-any-changes-utilizing-our-online-provider-maintenance-form>

Featured In:

November 2019 Anthem Provider News and Important Updates - Colorado

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